



## **FAST-TRACK METAL STUD PERMITS INFORMATION BULLETIN NO 151**

**February 25, 2004 (Revised October 1, 2012)**

City Planning and Development – Development Services (CPD-DS)

City of Kansas City, Missouri [www.kcmo.gov/planning](http://www.kcmo.gov/planning)

To allow general contractors to legally start work without delay on interior finish projects in existing buildings before they have completed the final building construction plans and submitted them for review and approval, City Planning and Development – Development Services (CPD-DS) offers a Fast-Track Metal Stud Permit.

To obtain this permit, the applicant completes a Fast-Track Metal Stud Permit Application (attached) and pays a nonrefundable fast track [permit fee](#) (same as the Fast-Track Fire Sprinkler Permit). A Fast-Track Metal Stud Permit may be issued by either the CPD-DS [Fax Permit Process](#) or the CPD-DS Permits Services Branch, 5th Floor City Hall, 414 E. 12<sup>th</sup> Street. When the design drawings have been completed, the applicant shall submit them for review in either the conventional manner or by [Scheduled Express Review](#), if eligible. Upon review and approval, the applicant pays the conventional permit fee based on the valuation of work. The Fast-Track Metal Stud Permit fee will not be credited toward the full permit fee. By allowing contractors the time necessary to complete the building plans, the submittal of incomplete and/or partial plans will be unnecessary. If separate permits are anticipated for various segments of the job, then separate Fast-Track Metal Stud Permit Applications will be required.

Issuance of a Fast-Track Metal Stud Permit requires the acknowledgment by the project owner that the issuance of a Fast-Track Metal Stud Permit is at his/her own risk and any work that is found to not comply with the approved plans shall be corrected. The issuance of a Fast-Track Metal Stud Permit also provides no assurance that either the permit for the entire building will be issued or that a Certificate of Occupancy will be granted.

If you have any questions about this program or about the procedures to follow, please call the Division Manager of Permits or the Permits Services Supervisor, at 513-1500.

TO: DCA Permits Services Branch  
414 E. 12th Street, 5th Floor  
Kansas City, Missouri 64106

TELEPHONE #: (816) 513-1500  
FAX #: (816) 513-1456

## FAST-TRACK METAL STUD PERMIT APPLICATION

APPLICANT: Please complete all of the following information. Please print.

Project Address: \_\_\_\_\_ Suite: \_\_\_\_\_

Project Name: \_\_\_\_\_

Scope of Work: \_\_\_\_\_

### STATEMENT OF UNDERSTANDING

The undersigned requests that a Fast-Track Metal Stud Permit be issued to allow the work to proceed prior to the approval of the design documents. It is understood that all work performed prior to the approval of the plans and issuance of the full permit is done completely at the permit holder's own risk. Any work that is found to not comply with the approved plans shall be corrected. The undersigned acknowledges the following conditions:

- No work other than the installation of interior, non-load bearing, metal stud framing will be allowed under this permit.
- No work will be inspected without the DCA-stamped plans on the job site.
- No work may be concealed without inspection approval.
- No Certificate of Occupancy will be issued without inspection approval.

Furthermore, the applicant agrees to proceed with the development and obtain approval of the design documents as soon as possible. All review issues shall be resolved, and the full permit shall be obtained without delay.

Finally, I understand that the issuance of a Fast-Track Metal Stud Permit at my own risk provides no assurance that either the permit for the entire building will be issued or that a Certificate of Occupancy will be granted.

### PROJECT OWNER:

Owner's Name: \_\_\_\_\_  
(Print Name)

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### GENERAL CONTRACTOR:

CO. Name: \_\_\_\_\_

General Contractor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For Department Use Only:

FAST-TRACK METAL STUD PERMIT NUMBER: \_\_\_\_\_ PERMIT DATE: \_\_\_\_\_

(Revised 03/11/2004)